

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM****SUBJECT:** Community Development: Transition of Home Program: Position Request**DEPARTMENT:** Planning & Development **DIVISION:** Community Resources**AUTHORIZED BY:** Donald Fisher **CONTACT:** Colleen Rotella **EXT.** 7351**Agenda Date** 08/12/2003 **Regular** ☒ **Consent** ☐ **Work Session** ☐ **Briefing** ☐
Public Hearing – 1:30 ☐ **Public Hearing – 7:00** ☐**MOTION/RECOMMENDATION:**

Request Board approve Program Manager Position within Community Development Office in anticipation of the transition of the Home Program from Volusia County.

BACKGROUND:

As the Board is aware, during the recent budget worksessions, three position requests, which are eligible to be grant funded, have been included within the Department's FY 2003/04 budget for the Community Development Office. As indicated to the Board, the County's existing staff levels are well below that of comparable communities (see attached table). With the requested positions, the County will significantly increase services, while still remaining conservative on the number of staff.

The recommended positions are needed to fully realize the success of the office and ensure compliance with state and federal grant requirements. By having additional staff, the Office will be able to increase both technical assistance to, and partnerships with non-profit agencies within the community.

Of immediate importance is the County's preparation to assume responsibilities from the Volusia / Seminole Consortium for the HOME program which sunsets this October. Volusia County has been the Lead Agency for the HOME program responsible for direct reporting to HUD regarding Seminole County's HOME projects which average more than one million dollars annually. As of October 1, 2003, Seminole County will assume responsibilities for the administration of this program.

Reviewed by:
Co Atty: _____
DFS: _____
Other: _____
DCM: SS
CM: JK

File No. cpdc01

To properly prepare for assuming this program, hiring of a Program Manager is requested this current year to initiate the transition from Volusia now. Funding is currently available from existing grant administration funds. This position will also assume an important role as an overseer of all contracts and regulatory compliance within the Community Development Office.

Staff Recommendation: Request the Board approve hiring a Program Manager within the Community Development Office to be funded from existing grant funds.

Attachments: Comparison Table

STAFF COMPARISON TABLE

	<i>Orlando</i>	<i>Orange</i>	<i>Volusia</i>	<i>Sarasota</i>	<i>Seminole</i>	
						<i>With new staff</i>
Funding	\$8,400,000	\$14,500,000	\$28,000,000	\$7,740,366	\$7,476,000	\$7,476,000
Total Staff	19	29	33	17	9	12
Population	180,308	743,003	454,581	335,323	374,334	374,334
\$\$ per Staff	\$442,105	\$500,000	\$848,485	\$455,316	\$830,667	\$623,000
Staff per Capita (100,000)	10.54	3.90	7.27	5.07	2.40	3.20
Staff per \$100,000 funds	0.23	0.20	0.12	0.22	0.12	0.16